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**DEPARTMENT OF HUMAN SERVICES**  
Benefit, Employment and Support Services Division  
820 Millilani Street, Suite 606  
Honolulu, Hawaii 96813

March 18, 2005

TO: All Prospective Applicants

SUBJECT: ADDENDUM TO THE REQUEST FOR PROPOSAL (RFP)  
HMS-302-05-02-S, "CHILD CARE ADVOCACY AND FACILITATION"

The Department is issuing this addendum in accordance with Hawaii Administrative Rules (H.A.R.) §3-143-301 to amend Section 2 and Section 5 of the aforementioned RFP. This addendum is being issued to ensure that all applicants receive material information that has arisen during the course of review and discussion of the RFP. This addendum is to formally incorporate changes into the subject RFP.

The following amendments are being made to the affected sub-sections:

1. **Section 2, III.B.4 (page 2-6) Output and performance/outcome measurements:** Replace the language in item g) which states, "Meeting with Legislators and other government officials to advocate for changes on each community's behalf" to, "Discussing proposed changes with stakeholders".
2. **Section 2, III.B.5 (page 2-6) Experience:** Replace the line that states, "Advocating for change with Legislators and other government officials;" to "Advocating for changes to improve the early childhood education and care systems;".
3. **Section 5, Attachment E, Special Conditions:** Add another Special Condition regarding Administrative Costs as follows:


**Administrative Costs**

No more than 5 percent of the aggregate amount of funds available may be expended for administrative costs in each fiscal year. Note that the term "administrative costs" do not include the costs of providing direct services.

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If you have any questions or concerns regarding these amendments, please contact Julie Morita, Child Care Program Specialist at (808) 586-7058. Pursuant to §3-143-301(e) this Addendum is issued via "telefacsimile" to all known prospective applicants.

Sincerely,

  
*for* Garry L. Kemp  
Assistant Division Administrator